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SECURITY INFORMATION

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14 January 1953

MEMORANDUM FOR: Chief, Plans and Programs Staff

SUBJECT: Weekly Activity Report #2  
7-13 January 1953

I. NEW ACTIVITIES

1. Office of the Acting Chief, Assessment and Evaluation Staff

a. [ ] came over for a conference on 13 January.

2. Assessment Branch

a. Assessment cases scheduled . . . . .	12
b. Assessments performed . . . . .	9
c. Cases written . . . . .	7
d. Cases outstanding . . . . .	11
e. Professional trainee tests reported and recorded . . . . .	1
f. Language tests administered . . . . .	7

3. Training Evaluation Branch

a. Two Special Evaluation Reports were sent out.

4. Research and Validation Branch

a. Beginning with this report, it is planned that a supplement will be attached to the weekly report, at intervals of approximately one month, listing those research projects which are still current and briefly indicating their status. Since this is the first such monthly report, the attached list includes all formal projects which have been undertaken by the Research and Validation Branch, including several which have been completed.

b. Tests were administered on 12 January to students in the current BOC, and on 13 January to those in BIC.

II. OLD ACTIVITIES

1. Training Evaluation Branch

a. Work is continuing on the designing of a system of recording Training Evaluations on IBM cards.

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b. Work is continuing on the breakdown of grades of the past ten BOC and OC classes.

c. Interviews with two PM students were held concerning their evaluations.

d. Routine consultations were held with Training Liaison Officers concerning personnel in training.



Acting Chief  
Assessment and Evaluation Staff

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